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CONFIDENTIAL ~~SECRET~~

TO : Chief, TSS/Chemical Division

FROM : Acting Chief, Inspection Branch/PD/OL

SUBJECT: Inspection Under Contract No. RD-162, T.O. 2

Requisition No. 913-26-1335-59 P. O. No. 59-20439

With [redacted] 25X1

1. In accordance with your request, the responsibility for performing the inspection duties of the subject contract is assigned to your Division. One of these basic duties involves the monitoring of the Contractor's performance at his place of business to ascertain that it meets the quality standards of the contract.

2. In order to assure proper evaluation of this Contractor's ability and adequacy of performance, it is requested that a report be forwarded to this Branch for each inspection performed, either at the Contractor's plant and/or on final acceptance at point of delivery. These reports should include information regarding the number of items accepted and rejected, the reasons for any rejections, and the progress of the work in relation to the contractual provisions for delivery. The report covering final inspection and acceptance, or at such intermediate time as may be appropriate, should include an evaluation of the overall performance of the Contractor concerning his technical ability, accomplishments on the work performed, and any other factors which may affect contractual relationships in the future.

25X1

3. The inspection responsibility will also include the authentication of the need for and proper use of Government-furnished and accepted equipment and supplies, and, where required, the checking of Bills of Material against materials claimed to be used by the Contractor to assure qualitative and quantitative accuracy for audit and/or final negotiation and settlement of the contract.

4. It is requested that a copy of this memorandum be returned to the undersigned in Room 2-28, Quarters Eye accepting this responsibility by filling in the name of the Inspector in the space below. Please send a report of performance whenever services are rendered, or at intervals of at least every sixty (60) days, so that reimbursement may be made on the basis of a satisfactory performance by the Contractor.

[redacted] CONFIDENTIAL ~~SECRET~~ [redacted] 25X25X1

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